

South Brent Parish Council

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CHAIRMAN

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CLERK

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21 November 2017

Dear Councillor,

You are hereby summoned to attend a meeting of South Brent Parish Council on Monday 27 November 2017, at 7.30 p.m., in the side hall at the Village Hall, Station Approach, South Brent.

Councillors are reminded to consider whether any items in their Register of Interests should be updated.

Members of the public and the press are most welcome to attend the meeting.

Yours faithfully
Julia Willoughby
Clerk to the Council

Before the meeting there will be an Open Forum for discussion with members of the public for 15 minutes for items not included on the agenda (each speaker has a maximum of 5 minutes at the discretion of the Chairman).

AGENDA

1. Record of members present.
2. Apologies for absence.
3. Declarations of interest (and nature) with regard to items on the agenda.
4. Consider the granting of dispensations.
5. Public participation session with respect to items on the agenda.
6. Police report (Crime and Disorder Reduction)
7. Confirmation of the accuracy of the minutes of the Parish Council meeting held on 30 October 2017.
8. Report matters arising from the minutes – for information only.
9. District / County Councillors and DNPA Parish Council representatives report.
10. Parish Council Committees, working groups and stakeholder groups:
 - A) Update from **Defibrillator Working Group**
 - B) Minutes of the **Planning Committee** meeting held on 9 October 2017 to be adopted.
 - C) Minutes of the **Open Space Sport and Recreation Plan** working group meeting held on 23 October 2017 (attached) to be adopted.

D) Open Space Committee meeting held on 6 November 2017 (minutes attached) recommendations:

- i) The procedure for drawing down the S 106 funds needs to be established.
- ii) Following this, the chosen play area contractor is contacted to arrange an order.
- iii) The amounts quoted for play and open space respectively, are reversed (to £35,744 for play and £55,908 for sport).
- iv) A parishioner has requested the slide (when it is taken down); this could be considered if the Parish Council has no liability and it is removed by a competent company.

Finance Committee meeting held on 20 November; any urgent matters to be reported to the Council, including upgrading the photocopier to a colour machine at £88.86 per quarter (rather than £41.94 per quarter) plus usage.

11. SHDC 'One Council' result and decision.

12. Correspondence circulated to Councillors:

- 1) DNPA: Regarding the Marsh Composting Site, would the Parish Council support increased use and opening hours (to 9-5 daily).
- 2) South Brent Carnival: request for a grant of £661 for insurance cover for 12 months.
- 3) Network Rail: Request to use part of the Station Yard car park during track renewal for three weekends in January 2018.
- 4) St Petroc's Churchyard Committee: Grass cutting costs are increasing to a 50% contribution of £680 for 2018, if agreed by the Parish Council. Also hedge laying is required between the Millennium Cemetery and the Village Hall, a grant of £250 is requested from the Parish Council.

13. Consider appointments to the Open Spaces and Finance Committees, Recreation Association and Burial Ground Committee.

14. Consider providing two new village map signs at £146 + VAT.

15. Progress with providing two Vehicle Activated Speed signs in Exeter Road.

16. Progress with the Devon Air Ambulance helipad funding and official opening event (Cllr Kelly).

17. Update on the Recreation Field (Cllr Kelly).

18. Report on the Remembrance Service and possible arrangements for 2018 (Chairman).

19. Consider the draft calendar of meetings for 2018 (email).

20. Consider any Community Benefit Fund applications.

21. Can this community, through the Parish Council, help in the current refugee crisis?

22. Finance: Accounts for payment.

23. Correspondence available on the table at the meeting (or by arrangement with the clerk):

- a) SB Recreation Association: thanking the Council for the cheque for £1,800 to cover the shortfall for cleaning the Multi-games area.
- b) J Rumble, DNPA: a more formal solution might be better than locating a boulder in Wellington Square; perhaps a bollard?

- c) T Osborne: a meeting could be arranged to progress a lease for the Recreation Field.
- d) Notification of external auditor appointments for the 2017-18 financial year.
- e) Citizens Advice South Hams: donation request.
- f) Devon Association of Local Councils news.
- g) SHDC: the proposal for 'One Council' for South Hams and West Devon will not be submitted to the Sec. of State.
- h) Devon & Somerset Fire & Rescue Service draft integrated risk management plan consultation.
- i) Clerks & Councils Direct magazine.

24. Report highway matters and street cleaning required.

25. Items for press release and/or the newsletter.

26. Items for the next agenda.

27. Dates of Parish Council meetings:

4 Dec - Planning Committee,

11 Dec - Parish Council,

8 Jan - Planning Committee,

15 Jan - Strategy (Committee Chairmen & Vice Chairmen),

22 Jan - Parish Council.

Following the meeting members of the Finance Committee will carry out an internal audit of the Council accounts